

Regional Council Chairs' Committee
Of the State Council on Workforce Services
17 July 2003

Attendees: Monteen Gordon, Keith Gillins, Raylene Ireland, Blaine Crawford, Pamela Clark, Jan Zogmaister, Harold Hess, Julie Lay, Ken Walker, Diane Lovell, Lorna O'Berto, Pattie Hansen, Kelly Thornton, Judy Chambley, Steve Maas, Mike Richardson, Greg Muller, Jan Thompson, John Nixon, Stan Eckersley, Sarah Brenna, Richard Winters, Bob Haywood, Roger Halladay, Mark Raymond, Darin Brush, Lynette Rasmussen, Evan Maxfield

Welcome and Opening Business - Keith Gillins

Keith welcomed the group and stated that he will be chairing today's meeting, as Lana Powell could not be here.

New Member Recognition - Keith Gillins

Keith introduced the new Council members which include Pamela Clark, Evan Maxfield and Mark Raymond and the group introduced themselves.

Consent Agenda Action Items - Keith Gillins

Keith called for approval of the 17 April 2003 meeting Minutes. Mark Raymond motioned that the minutes be accepted as written, Pamela Clark seconded the motion and the motion carried.

Electronic Resource Eligibility Product (eREP) Report - Connie Laws, John Sweeney

Connie Laws explained that the eREP project is a replacement for the PACMIS program currently being used. She continued that the core development should be complete by March 2004. John Sweeney stated that *Utah Cares* is the first product to be released under eREP and is scheduled to roll out in October. He provided an overview of the eREP home page, logo, links, pathways, provider information and referral system. Raylene asked how the eREP team plans to market this project. John stated that he has met with Darin Brush and Curt Stewart and is doing outreach programs with schools, etc. and are asking them to spread the word. Blaine Crawford added that this project is becoming well known and many entities want to be

included in the database. He stated that this database needs to be accurately maintained and needs integrity and a third party gatekeeper might be contracted. Raylene acknowledged Connie and John for remaining on task through hundreds of hours of work.

Towne Meetings and Work/Life Awards Reports - Lynette Rasmussen

Lynette reported that ten Towne meetings were held in April and May 2003. Due to budget constraints, several were teleconferenced. Quality information and feedback was received on topics such as licensing, eligibility, resource and referral and provider information. Lynette continued by recognizing the 2002 Work/Life Award winners. These winners attended an award breakfast in April. The 2003 awards will be kicked off at the Employer Summit in September. Lynette added that employer site visits were conducted for the finalists for the first time this year.

Nominations and Elections of New Regional Council Chair - Keith Gillins

Keith announced that a new Regional Council Chair needs to be elected today. Mark Raymond nominated Keith Gillins, Ken Walker seconded the motion and the motion carried. Keith stated he will be pleased to serve as Chair.

Orientation Booklet Update - Monteen Gordon

Monteen presented a new member orientation booklet. She stated that a full orientation track is scheduled for the Council of Councils meeting in October. Each Chair selected the following Committees:

- Mark Raymond - Business Services and Marketing
- Keith Gillins - Operations and Performance
- Ken Walker - Business Services and Marketing
- Evan Maxifield - Business Services and Marketing
- Jane Reister Conard - Operations and Performance
- Pamela Clark - Workforce Information
- Tim Gwyther - Operations and Performance
- Kristie McMullen - Business Services and Marketing

Best Practices/Sharing Ideas for Recruitment of Council Members

The group was asked to share their ideas/best practices for recruiting new Council members:

- Blaine Crawford stated that Mountainland Region has had good results visiting local businesses and informing them about the Councils. Several of these were large employers who weren't aware of the Council and what they do. Ken Walker stated that potential members were identified, then they made a personal visit and got a commitment;
- Mark Raymond stated that Eastern Region goes out and talks about what the committees do then asks people in the community to serve on these committees before they are asked to join a Council. This shows who is willing and committed and gives the Council the opportunity to pick and choose. Mark added that his region shares committees with the Chamber;
- Keith Gillins added that Western Region feels that personal visits to businesses are more powerful than email. He feels the face-to-face contact gets a better response. He continued that in rural Utah, everyone knows everyone, so as members' terms expire, they are asked for recommendations and referrals. He added that Western's Council Coordinator, Roger Halladay, personally goes out and makes contacts;
- Diane Lovell added that Central Region uses their Business Services Unit to inform employers about the Council;
- Evan Maxfield, Bear River North, added that he was selected by a County Commissioner so he feels that elected officials and Government agencies can be helpful in finding new members.

Speakers Bureau - Monteen Gordon

Monteen stated that at the last meeting, a discussion took place about creating a speaker's bureau. As major changes are happening with the Council, she feels it is best to allow the new members to become more comfortable before a final decision is made. Any interest should be forwarded to Monteen.

Calendars, Agendas and Minutes for Regional Councils on Internet - Monteen Gordon

Monteen stated that all Regional Council calendars, agendas and Minutes need to be posted on the internet. All material needs to be sent through the regional content managers who will forward to Kevin Olsen for posting.

Follow up on Intel - Monteen Gordon

Monteen wanted to ensure everyone was able to open their Intel PowerPoint presentation. No problems were reported.

Round Table

Raylene Ireland stated she is happy to be part of today's discussion.

Other Business

Lynette Rasmussen announced that the United Way of Salt Lake City has adopted the Employer Champion project and will be moving it forward.

Schedule Next Meeting

The next meeting is scheduled for October 9 and 10, 2003 at the University Park Hotel in SLC.

The meeting adjourned at 10:50 a.m.